Faculty Performance Evaluations:
FY23 Evaluation
Setting FY24 Goals
Long-Term Planning
FY23 Faculty Evaluations

Due August 31, 2023
  • Extensions can be requested through September 30, 2023
  • Email Alex Nosnik to request an extension (anosnik@med.umich.edu)

SmartSheet for faculty evaluation submission and tracking
  • Note: evaluations are not conducted within SmartSheet
  • All chairs and CDAs will receive invitations
  • Please contact Alex Nosnik with any questions

UMMS faculty evaluation template on the OFA website (link below)
  • Note: departments do not have to use the UMMS template, but we do request that the principles/themes within the template are included in your department’s evaluation process

https://faculty.medicine.umich.edu/office-faculty-affairs/faculty-evaluation
FY23 Faculty Evaluations

The following faculty do not require an evaluation:

• Faculty who as of **Aug. 31, 2023** will not have an active appointment, will be on leave, or will have an off-campus assignment

• Faculty with no paid effort (clerkship directors are to ensure that teaching adjunct physicians are receiving their teaching evaluations)

• Faculty with 100% VA effort (evaluation will be conducted at the VA)

• Faculty with university start dates of March 1, 2023 or later

• Clinical Instructors in one-year advanced learner programs (they should be receiving regular feedback from their program director)
  • Note: Clinical Instructors in **multiple-year** advanced learner programs **do require** faculty evaluations
# UMMS Faculty Evaluation Framework

<table>
<thead>
<tr>
<th>Mission / Element</th>
<th>Metric / Element</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical</td>
<td>Clinical Production</td>
<td>• Earned X RVUs (total or per hour)</td>
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<td></td>
<td>Clinical Activity</td>
<td>• Held X clinics / week</td>
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<tr>
<td>Research</td>
<td>Grant</td>
<td>• Submitted X grants</td>
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<td></td>
<td>Publication</td>
<td>• Published in X journals; presented at X conference</td>
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<tr>
<td>Teaching</td>
<td>Evaluations</td>
<td>• Achieved X.X average ranking from students</td>
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<td>Committee Participation</td>
<td>• Served as the QI lead for ACU</td>
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<tr>
<td>Service</td>
<td>Dept or School Service</td>
<td>• Participated in residency and fellow interviews</td>
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<tr>
<td></td>
<td></td>
<td>• Director of new center</td>
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<td></td>
<td></td>
<td>• IRB, IACUC, IBC, adjudication panels, etc.</td>
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<tr>
<td></td>
<td>National Service</td>
<td>• Held Treasurer role for X national association</td>
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<tr>
<td>Other Key Elements</td>
<td>Performance Rating</td>
<td>• Overall evaluation of prior year results</td>
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<tr>
<td></td>
<td>Goals</td>
<td>• Goals for FY21 include X, Y and Z</td>
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<td></td>
<td>Signatures</td>
<td>• Faculty member; Chair/Chief reviewer</td>
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<tr>
<td></td>
<td>Dates</td>
<td>• Evaluation period, evaluation date</td>
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Key Elements of Annual Faculty Evaluation

- Evaluation, Goal Setting and ... Career Development/Planning Opportunity
  - Assess Mentorship Network/Desire to Mentor Others
  - Promotion Readiness
  - Faculty Development
  - Leadership Development
  - Wellness Check
  - Career Planning and Multi-Year Outlook Discussion
  - Be prepared to discuss later career interests, emeritus, phased retirement, etc.

- **Detail Elements:** evaluations clearly identify the applicable evaluation period, are signed by faculty and evaluator, and are dated.